

Bid Number: 40003-10221

Date: November 1, 2010

BOSSIER PARISH COMMUNITY COLLEGE
PURCHASING DEPARTMENT
BUILDING J
6220 East Texas Street
Bossier City, LA 71111
(318) 678-6298

INVITATION FOR BID: Sealed bid, subject to the conditions herein stated and attached hereto, will be received at this office until December 6, 2010 @ 2:00 P.M.CST and then publicly opened for furnishing the items and/or services as described below for Bossier Parish Community College.

DESCRIPTION
PROVIDE LEARNING SYSTEMS & SOFTWARE
AS PER ATTACHED SPECIFICATIONS

PLEASE FILL IN ALL BLANK SPACES

Terms will be _____ and shipment will be received within _____ days after receipt of order

In compliance with and subject to the conditions thereof, the undersigned offers and agrees if this bid be accepted within 60 days from date of opening to furnish any or all of the items (or sections) at the price set opposite each item (or section).

_____ Vendor Name	_____ Signature of Authority (Re:L.R.S. 39:1594)
_____ Address	_____ Title
_____ City, State, Zip	_____ Tax Identification Number
_____ Telephone Number	_____ Fax Number
_____ Date	_____

ACCEPTANCE/AWARD

Date of Award and Execution

Recommendation: _____

Approved: _____

Gayle Doucet
Director of Purchasing

INSTRUCTIONS TO BIDDERS

1. Bid Forms

All written bids, unless otherwise provided for, must be submitted on, and in accordance with, forms provided, properly signed. Bids submitted in the following manner will not be accepted.

1. Bid containing no signature indicating intent to be bound;
2. Bid filled out in pencil; and
3. Bid not submitted on the state's standard forms.

Bids must be received at the address specified in the Invitation for Bids prior to bid opening time in order to be considered. Any bid received after bid opening time will be retained in bid file unopened. Telegraphic and fax alterations to bids received before bid opening time will be considered provided formal bid and written alteration have been received and time-stamped before bid opening time.

2. Special Envelope

Ensure consideration, all bids should be submitted in the special bid envelope if furnished for that purpose. In the event bid contains bulky subject material, the special bid envelope should be firmly affixed to the mailing envelope.

3. Prices

The bidder must state the prices (written in ink, in figures) for which he proposes to furnish each item and shall show the total extended amount for each based on the quantities shown. In case, however, of conflict between the unit price and the extended amount, the unit price shall govern. Unit prices should be inclusive of any freight charges.

4. F.O.B.

Bid should be FOB Destination/Agency, title passing upon acceptance of merchandise. Failure to comply with this requirement may disqualify your bid.

5. Standard of Quality

Any product or service bid shall conform to all applicable Federal and State laws and regulations and the specifications contained in the IFB. Unless otherwise specified in the IFB, any manufacturer's name, trade name, brand name, or catalog number used in specifications is for the purpose of describing the quality level and characteristic required. Bidder must specify the brand and model number of the product offered in this bid. Bids not specifying brand and model number shall be considered as offering the exact products specified in the IFB.

6. Descriptive Information

Bidders proposing an equivalent brand or model should submit with the bid information (such as illustrations, descriptive literature, technical data) sufficient for BPCC Purchasing to evaluate quality, suitability, and compliance with the specifications in the IFB. Failure to submit descriptive information may cause bid to be rejected. Any change made to a manufacturer's published specifications submitted for a product shall be verifiable by the manufacturer. If item(s) bid do not fully comply with specifications (including brand and/or product number), bidder must state in what respect the item(s) deviate. Failure to note exceptions on the bid form will not relieve the successful bidder(s) from supplying the actual products requested.

Manufacturer's Numbers and Trade Names

Where manufacturer's product is named or specified, it is understood that "or equal" shall apply, whether stated or not. Such name and number is meant to establish the standard, type, quality, style, etc. BPCC shall be the sole judge as to whether or not the equipment/supply offered is equal to that specified.

7. Bid Opening

Bidders may attend the bid opening, but no information or opinions concerning the ultimate contract award will be given at the bid opening or during the evaluation process. Bids may be examined 72 hours after request is made. Information pertaining to completed files may be secured by appointment only to the Purchasing Dept. at BPCC. Written bid tabulations will not be furnished. Copies will not be furnished.

8. Award

Award will be made to the lowest responsible bidder, taking into consideration the quality of the products to be supplied, their conformity with specifications, the purposes for which they are required, and the time for delivery. Bossier Parish Community College reserves the right to award items separately, grouped or on an all-or-none basis and to reject any or all bids and to waive any informalities.

9. Purchase Order

If any bid or bids are accepted, an initial purchase order or orders for the entire number of units or part thereof, will be issued not later than thirty (30) days after receipt of bids by the Owner to the lowest bidder offering products which, in the opinion of the College, meet the requirements of these specifications. BPCC reserves the right to cancel any order resulting from this solicitation with 30 days written notice.

10. Conditions of Purchase Orders

We will not in any manner be responsible for goods delivered or work done for our account without a written order. No allowance for boxing or crating. If you cannot fill order as directed, return for advice. Quantities in excess of the order may be returned or held subject to shipper's order, expense and risk. By accepting the order you hereby warrant that the merchandise to be furnished hereunder will be in full conformity with the specifications, drawing or sample and agree that this warrant shall survive acceptance of the merchandise and that you will bear the cost of inspecting merchandise rejected.

11. Inspection and Acceptance

Upon delivery of each item to the Agency, inspection of the item will be made by Bossier Parish Community College, or their representative, at the point of delivery, or in special cases, at point of origin. Acceptance of the item will be made after inspection determines that all requirements of the specifications and the proposal have been met.

12. Reject

All rejected goods will be at seller's risk and expense, subject to seller's prompt advice as to disposition. Unless otherwise arranged all rejected goods will be returned and charged back including all transportation and handling costs. All packages must reflect the BPCC purchase order number or it will be refused and returned at vendor's expense.

13. Payment Terms

Cash discounts for less than 30 days or less than 1% or greater than 5% will be accepted, but will not be considered in determining awards. On indefinite quantity terms contracts, cash discounts will be accepted and taken but will not be considered in determining awards. Bids containing "payment in advance" or "COD" requirements may be rejected. Payment is to be made within 30 days after receipt of properly executed invoice or delivery, whichever is later. Invoices shall be submitted to: Bossier Parish Community College, Accounts Payable, 2719 Airline Drive North, Bossier City, LA 71111, attn: Arlene Hanson. We must pay from ORIGINAL, ITEMIZED invoices as required by the State Legislative Auditor.

14. U.S. Taxpayer Identification Number

Enter your taxpayer identification number in the appropriate space on the Specifications and Bid Form Page. For individuals and sole proprietors, this is your social security number. For other entities, it is your employer identification number. PAYMENT CANNOT BE PROCESSED WITHOUT YOUR TAX I.D. NUMBER.

15. Taxes

The State is exempt from sales/use tax. Vendor is responsible for including all applicable taxes in the bid price.

16. New Products

Unless specifically called for in the IFB, all products for purchase must be new, never previously used, and the current model and/or packaging. No remanufactured, demonstrator, used or irregular product will be considered for purchase unless otherwise specified in the IFB. The manufacturer's standard warranty will apply unless otherwise specified in the IFB.

17. Contract Renewals

Upon Agreement of Bossier Parish Community College Purchasing and the contractor, an open-ended requirements contract may be extended for 2 additional 12-month periods at the same prices, terms and conditions. In such cases, the total contract term cannot exceed 36 months.

18. Contract Cancellation

Bossier Parish Community College reserves the right to cancel a contract with thirty (30) days written notice.

19. Default of Contractor

Failure to deliver within the time specified in the bid will constitute a default and may cause cancellation of the contract. Where the Bossier Parish Community College Purchasing has determined the contractor to be in default, BPCC Purchasing reserves the right to purchase any or all products or services covered by the contract on the open market and to charge the contractor with cost in excess of the contract price. Until such assessed charges have been paid, no subsequent bid from the defaulting contractor will be considered.

20. Davis Bacon Act

The Davis-Bacon Act, United States Code, Title 40, Chapter 3, Section 276(a) requires all laborers and mechanics employed by contractors and subcontractors who work on construction projects financed by federal assistance to be paid wages not less than those established by the Secretary of Labor for the locality of the project when required by federal grant program legislation.

21. Order of Priority

In the event there is a conflict between the Instructions to Bidders or General Conditions and the Special Conditions, the Special Conditions shall govern.

22. Applicable Law

All contracts shall be construed in accordance with and governed by the laws of the State of Louisiana.

23. EEOC COMPLIANCE

By submitting and signing this bid, bidder certifies that he agrees to adhere to the mandates indicated by Title VI and VII of the Civil Rights Act of 1964, as amended; The Vietnam Era Veteran's Readjustment Assistance Act of 1974; Section 503 of the Rehabilitation Act of 1973; Section 202 of Executive Order 11246, as amended; and The Americans with Disabilities Act of 1990. Bidder agrees to keep informed of any compliance with all federal, state and local laws ordinances and regulations which affect his employees or prospective employees.

24. Standard Preference

A. In accordance with Louisiana Revised Statutes 39:1595, a preference not to exceed 10% may be allowed for paper and paper products manufactured or converted in Louisiana of equal quality. For paper supplied in wrapped reams, each carton and each individual ream shall be clearly labeled with the name of the manufacturer or converter and the location within Louisiana where such paper is manufactured or converted. For paper and paper products supplied in bulk or in other forms, the smallest unit of packaging shall be clearly labeled with the name of the manufacturer or converter and the location within Louisiana where such paper or paper product is manufactured or converted.

Do you claim this preference? Yes _____

Specify Item Number(s): _____

Name and location within Louisiana where such

paper or product is manufactured or converted_____

- B. A preference may be allowed for products manufactured, produced, grown, or assembled in Louisiana of equal quality.

Do you claim this preference? Yes _____ Specify Item Number(s) _____

Specify location within Louisiana where this product is manufactured, produced, grown or assembled
_____.

If so, do you certify that at least fifty percent (50%) of your Louisiana business workforce is comprised of Louisiana residents? Yes _____ No _____

(Note: If more space is required, include on separate sheet. Failure to specify above information may cause elimination from preferences).

25. Scope of Contract

Furthermore submittal of any terms and conditions contrary to those of the State of Louisiana may cause your bid to be rejected. By signing this form, terms and conditions which may be included in your bid are nullified, and the contractor agrees that this contract shall be construed in accordance with and governed by the laws of the State of Louisiana.

(Members of firm or person authorized to sign bids for corporation)

BIDDERS MUST SIGN IN INK

IMPORTANT

Signature Authority: In Accordance with L.R.S. 39:1594 (Act 121), the person signing the bid must be:

1. A current corporate officer, partnership member of other individual specifically authorized to submit a bid as reflected in the appropriate records on file with the Secretary of State; or
2. An individual authorized to bind the vendor as reelected by an accompanying corporate resolution, certificate or affidavit; or
3. An individual listed on the State of Louisiana Bidder's Application as authorized to execute bids. By signing the bid, the bidder certified compliance with the above.

WE ARE AN EQUAL OPPORTUNITY COLLEGE

BID FORM

Bossier Parish Community College

Provide Learning Systems & Software

Bid Number: 40003-10221

Bid Date: December 6, 2010 @ 2:00 P.M., CST

<u>Item</u>	<u>Description</u>	<u>Quantity</u>	<u>Unit Price</u>	<u>Extended Price</u>
1.	Level/Flow Process Control Learning System Amatrol #T5552 or equal See attached specifications	1 each	_____	_____
Quoting Model NO. _____				
Manufactured By _____				
2.	Temperature Process Control Learning System Amatrol #T5553 or equal See attached specifications	1 each	_____	_____
Quoting Model NO. _____				
Manufactured By _____				
3.	CP Print License, Electronic Sensors (85-MT5-D) Amatrol #PCD-17404 or equal	1 each	_____	_____
Quoting Model No. _____				
Manufactured By _____				
4.	CD Print License, Electrical Control (90-ECI) Amatrol #PCD-B920 or equal	1 each	_____	_____
Quoting Model NO. _____				
Manufactured By _____				

5. CD Print License, Intermediate
Hydraulics (85-HI)

Amatrol #PCD-B832 or equal 1 each _____

Quoting Model No. _____

Manufactured By _____

Total Amount _____ (Words)

\$ _____ (Figures)

F.O.B. Destination. The unit price of each item must be inclusive of freight charges order to be considered for award.

The bid price for each item is to be quoted on a “net” basis and F.O.B. BPCC Destination, i.e. title passing upon receipt and inclusive of all delivery charges. Bids other than F.O.B. BPCC Destination may be rejected.

Bids indicating estimated freight charges may be rejected.

Bidders who do not quote “net” item prices and who separately quote an overall “lump sum” freight cost or discount for all items shall be considered as submitting an “all-or-none” bid for evaluation and award purposes; and risk rejection if award is made on an item basis.

Prices shall be firm for acceptance for a minimum of 30 days, unless otherwise specified. Bids conditioned with a shorter acceptance period may be rejected.

Prices are to be quoted in the unit/package specified (e.g. each, 12/box, etc), or may be rejected.

In the event of extension errors, the unit price bid shall prevail. Unit prices must be shown, or bid will be rejected.

PROCESS CONTROL LEARNING SYSTEM – Item #1

This system shall include: a process control system, student curriculum, and a teacher's assessment guide. These items shall meet the below minimum specifications.

Process Control System

The process control system shall consist of industrial quality components mounted and assembled on a heavy duty bench-top workstation with the capability to teach a variety of process control applications.

The components of the system shall include the below components.

(1) Workstation with:

- Dimensions 66-in (167cm) L x 46-in (117 cm) H x 28-in (71 cm) W
- Welded steel tube construction with all components mounted and plumbed on two heavy-duty gauge steel panels which are painted and silkscreened
- **Requires: 120 VAC power and compressed air.**

(1) Centrifugal Pump

(1) Electric Motor, single phase

(1) Proportional Control Valve, pneumatically-operated

(1) I/P Converter, 4-20ma input, 3-15 psia output

(1) Pneumatic Regulator and Pressure Gage

(1) Reservoir Tank, 10 gal, transparent with:

- Drain Valve, ball type

(1) Process Tank, 5 gal, transparent with:

- 1-2-Compartment Baffle
- 2-Drain Valve, ball type
- 2-2-Way Valves, Solenoid Operated, 24 VDC
- 1-Liquid Level Transducer, pressure-type, 4-20 ma output, 0-1psia range
- 2-Float Switches, SPST

(1) Piping Network with:

- 1-Pump flow control valve, ball type with V-notch
- 1-Pump Valve, 2-Way Valve, Solenoid Operated, 24 VDC
- 2-Control Mode Valves, ball type
- 1-Flow Meter, rotameter type, 0-2.0 gpm water
- 4-Pressure Gages, 0-30 psig, 2-1/2 inch
- 1-Flow Transducer, Paddlewheel type, 4-20ma output

(1) Control Panel with:

- Process Meter with:
 - 4-20ma input
 - (2) alarm relay outputs, SPDT
 - Scaleable Output Display
 - Digital Display, 3-1/2 digit
 - Programmable
- PLC I/O Interface with:
 - Banana jack connection to process components
 - DB cable connection to PLC
 - (8) Discrete Inputs
 - (8) Discrete Outputs
 - (4) Analog Inputs
 - (4) Analog Outputs
- Power Supply, 24VDC, 2.4 Amp
- Relay Control Unit with banana jack connections
 -) Control Relays, DPDT, 24 VDC
 - (4) Selector Switch Inputs, 2-Position
 - (4) Output Indicators, 24VDC
 - (1) Pump Contactor Relay, 24 VDC
 - (3) Solenoid Valve Output interface
- 1-Ground Fault Circuit Interrupter Switch

- 1-Duplex Power Outlet
- 1-On/ Off Switch with circuit breaker, 15 Amp
- 1-Power On Indicator
- 1-Lockout/ Tagout Set
- 1-Alarm Output, 24 VDC

Student Curriculum

The student curriculum shall consist of one (1) set of 10 Learning Activity Packets with at least 53 skills in process control systems. The topics shall include: introduction to process control, instrument tags, piping and instrumentation diagrams, loop controllers, final control elements, level measurement, liquid level control, methods of automatic control, basic flow measurement and control and control loop performance. The curriculum must be capable of both self-directed study and instructor directed study.

The student curriculum shall be designed in a skill-based format that focuses on teaching industry-relevant tasks. The objectives shall be accomplished by organizing the learning material into a series of learning activity packets, which are further subdivided into three or more segments per packet. All learning materials needed shall be contained in the packets including text material, laboratory equipment activities, and multimedia directions. No external text sources shall be required. The specific cognitive skills taught by each text passage shall be identified next to the passage. Each lab activity shall be identified by the industrial task taught. All activities shall be highly detailed with step-by-step instructions to facilitate a self-directed learning environment. A combination of step-by-step enabling activities and creative, problem-solving activities shall be provided. A self-review of five to ten questions shall be provided after each segment. The curriculum must be capable of both self-directed and instructor directed study. All activities must correlate directly to the hardware supplied, with detailed illustrations and diagrams.

Teacher's Assessment/ Portfolio Guides

A teacher's assessment guide shall be provided. It shall contain student data sheets, data sheet solutions, self-review answers, quizzes, quiz answers, student skill record sheets, and authentic assessment. A quiz shall be provided for each packet. A question shall be provided in each quiz for each cognitive objective taught. All tasks listed in the packet shall be listed on personalized student record sheets. The teacher's assessment guide shall include directions for authentic skill assessment.

Amatrol Model No. T5552 or equal

TEMPERATURE PROCESS CONTROL LEARNING SYSTEM – Item #2

Shall include a process control workstation, control unit, heating loop network, process loop network, process instrumentation, chiller, student curriculum, and teacher's assessment guide. The process control system shall consist of high-quality industrial-grade components mounted and assembled on a heavy-duty bench-top workstation. It shall be capable of teaching closed loop temperature control applications. Each of these components shall meet the minimum specifications listed below.

The Temperature Process Control System requires 208/120 V, 3-Phase, 5-Wire Electrical Power and a Compressed Air Supply (50 to 100 psi).

Process Control Workstation

The workstation frame shall be of welded tube steel construction with dimensions 66-in (167cm) L x 46-in (117 cm) H x 28-in (71 cm) W. All components shall be mounted and plumbed on two heavy-duty gage steel panels that are painted. Instrument tags shall be provided for all major components.

Control Unit

The control panel shall be a NEMA style enclosure with panel-mounted instruments. It shall include the following components.

- Process indicator/transmitter with:
 - Universal input (RTD, thermocouple, thermistor, mA, mV)
 - 4-20 mA 2-wire current output
 - Alarm relay output (SPDT)
 - LCD digital display, 4-digit, scaleable
 - PC programmable
 - User linearization, 40-point
- PLC I/O interface with:
 - Banana jack connections to process devices (32)
 - DB cable connections to PLC (2)
 - Discrete inputs (8)
 - Discrete outputs (8)
 - Analog inputs (4)
 - Analog outputs (4)
- Power supply, 24VDC, 2.4 Amp
- Operator's interface station with individual controls for the heater, chiller and two circulation pumps.
 - Selector switch inputs, 2-position (4)
 - Output indicators, 24VDC (4)
 - PLC I/O interface connections with shorting bars (4)
- Ground fault circuit interrupter
- ON/OFF power switch with three-pole circuit breaker, 15 Amp
- Power ON indicator
- Duplex utility power outlet
- Lockout/Tagout set
- Audio alarm horn, 24 VDC

Heating Loop Network

The heating loop network shall provide electric-powered hot water that shall be pumped through one side of a heat exchanger to provide heat transfer to the process loop. It shall provide thermostatically-controlled hot water. It shall include the following components.

- Centrifugal pump with 0.5-1.7 gpm nominal (2 gpm maximum)
- Electric motor, single phase
- 3-Way proportional control valve, pneumatically-operated
- I/P converter, 4-20 mA input, 3-15 psia output
- Pneumatic regulator with pressure gauge
- Reservoir tank, 3 gal, translucent with low level interlock for protecting the heating element
- Drain valve, ball type

- Electric heater, immersion type, 1.5 kW, thermostatically controlled 90-140 deg F nominal (40 deg min, 160 deg F max)
- Piping system, ½-in CPVC schedule 80
- Throttle valve, needle type

Process Loop Network

The process loop network shall provide a continuously circulating water stream that shall be pumped through one side of a heat exchanger to absorb heat input from the heating loop. The system shall be designed so that the temperature of the process stream at the outlet of the heat exchanger can be maintained continuously within 1 degree F of the setpoint with an adjustment range of 50-90 deg F. It shall include the following components.

- Centrifugal pump with 0.3-1.5 gpm nominal (2 gpm maximum)
- Electric motor, single phase
- Reservoir tank, 6 gal, translucent
- Drain valve, ball type
- 2-Way bypass valves, ball type (2)
- Piping system, ½-in PVC schedule 80
- Throttle valve, needle type
- 3-Way manual diverter valve
- Flow interlock switch for preventing chiller freeze up

Process Instrumentation

The process instrumentation shall consist of visual and electrical measurement instrumentation to enable the student to monitor and control the process. It shall include the following components.

- Thermocouple, type T
- RTD, 100 ohm pt.
- Thermistor probe, 1000 ohm
- Indicating transmitter, PC programmable with universal inputs for RTD, thermocouple, thermistor, and 4-20 ma
- Temperature gauges (6)
- Rotameter flow indicators, one in the process loop and two in the heating loop (3)

Chiller

The chiller shall be installed in the process loop network to return the process water stream to a lower temperature than the temperature at the outlet of the heat exchanger, thereby enabling the process to run continuously. It shall be the refrigeration type with R134a refrigerant, a 3200 BTUH cooling capacity and thermostatically-controlled.

Student Curriculum

Shall consist of one Learning Activity Packet set covering at least 54 skills in the following topics: introduction to process control, instrument tags, piping and instrumentation diagrams, thermal energy, basic temperature control elements, loop controllers, final control elements, temperature sensors, temperature transmitters, basic temperature control, methods of automatic control and control loop performance.

The student curriculum shall be designed in a skill-based format that focuses on teaching industry relevant tasks. The objectives shall be accomplished by organizing the learning material into a series of learning activity packets, which are further subdivided into three or more segments per packet. All learning materials needed shall be contained in the packets including text material, laboratory equipment activities, and multimedia directions. No external text sources shall be required. The specific cognitive skills taught by each text passage shall be identified next to the passage. Each lab activity shall be identified by the industrial task taught. All activities shall be highly detailed with step-by-step instructions to facilitate a self-directed learning environment. A combination of step-by-step enabling activities and creative, problem-solving activities shall be provided. A self-review of five to ten questions shall be provided after each segment. The curriculum must be capable of both self-directed and instructor directed study. All activities must correlate directly to the hardware supplied, with detailed illustrations and diagrams.

Teacher's Assessment Guide

A teacher's assessment guide shall be provided. It shall contain student data sheets, data sheet solutions, self-review answers, quizzes, quiz answers, student skill record sheets, and authentic assessment. A quiz shall be provided for each packet. A question shall be provided in each quiz for each cognitive objective taught. All tasks listed in the packet shall be listed on personalized student record sheets. The teacher's assessment guide shall include directions for authentic skill assessment.

Amatrol Model No. T5553 or equal

BOSSIER PARISH COMMUNITY COLLEGE

BID RESPONSE FORM

BIDDER'S NAME: _____

TELEPHONE NO. _____ FAX NUMBER: _____

ADDRESS: _____
MAILING CITY STATE ZIP

SCOPE: FURNISH LEARNING SYSTEMS & SOFTWARE AS PER BID #40003-10221

I/we do hereby acknowledge receipt of the following addenda (if any):

No. _____ Dated _____ No. _____ Dated _____

Bidder shall include the cost of transportation and handling in the unit price of item offered – F.O.B.
Bossier Parish Community College, Bossier City, LA 71111.

If bidding other than the specified make and model, then the bidder should attach illustrations and descriptive literature of the item(s) offered to the bid response form for evaluation purposes.

Whenever brand name specifications or catalogue numbers are used to describe the standard of quality, performance and other characteristics, the use of such specifications shall not restrict unless otherwise specified, the submission of equivalent products.

Signature to the Bid Response Form shall be construed of acceptance of the Invitation to Bid in its entirety.

AUTHORIZED OFFICER: _____

(Signature)

(Print or Type Name)

TITLE: _____ DATE: _____